



STATE OF WASHINGTON
MILITARY DEPARTMENT
EMERGENCY MANAGEMENT DIVISION

MS: TA-20 Building 20
Camp Murray, Washington 98430-5122
Phone: (253) 512-7000 • FAX: (253) 512-7200

**State Enhanced 9-1-1
Advisory Committee
Meeting Minutes
January 20, 2005**

Members Present:

Chair, Chris Fischer, *Association of Public-Safety Communications Officials (APCO)*
Mike Akin, *Washington State Association of Cities - East*
Dan Aycock, *Member at Large*
Rebecca Beaton, *Washington Utilities and Transportation Commission (WUTC)*
JoAnn Boggs, *Rural Counties - East*
Marlys Davis, *King County*
Stephanie Fritts, *Rural Counties - West*
Steve Lich, *Washington Fire Commissioners Association*
Jon Kaino, *Washington State Association of Counties - West*
Marty Knorr, *Washington State Patrol (WSP)*
Chris Mace, *Washington Association of Sheriff's and Police Chiefs*
Jeanne Massingham, *Washington State Emergency Management Association (WSEMA)*
Jim Quackenbush, *National Emergency Number Association (NENA)*
Eric Torgeson, *Verizon*
Markus Volke, *Qwest*
Deb Welsh, *Urban Counties - West*

Alternate Members Present:

Patti VonBargen, *Association of Washington Cities - West*
Wayne Wantland, *Urban Counties - East*

Guests Present:

Pam Boad (*Mason*), Ben Keller (*Garfield*), Keith Flewelling (*Clark*), Diane Carlson (*Verizon*), Bob Connell (*Zetron*),
Kathy Miller (*Qwest*), John Didion (*Pacific*), and Deanna Wells (*Cowlitz*).

County Coordinators Present:

Dan Hally (*Asotin*), Naomi Riggins (*Clallam*), Roger Trump (*Columbia*), Cindy Barnd (*Cowlitz*), Rose Parr (*Ferry*),
Virginia Boyd (*Garfield*), Marry Allen (*Grant*), Peggy Fouts (*Grays Harbor*), Tom Shaughnessy (*Island*), Tracy
Stringer (*Jefferson*), **Marlys Davis** (*King*), Steve Reinke (*Kittitas*), Shirley Chapple (*Klickitat*), Kate Rico (*Lewis*),
DeeAnn Edwards (*Lincoln*), **Mike Akin** (*Mason*) **Stephanie Fritts** (*Pacific*), **JoAnn Boggs** (*Pend Oreille*), **Deb Welsh**
(*Skagit*), Dave Cox (*Skamania*), Pam Neilson (*Snohomish*), **Jim Quackenbush** (*Thurston*), Dan Bardsley (*Wahkiakum*),
Dan Aycock (*Walla Walla*), **Patty VonBargen** (*Whitman*), and **Wayne Wantland** (*Yakima*).

State Office Staff Present:

Bob Oenning, Kurt Hardin, Catherine Bartholomew, William Boyd, Blessing Guillermo, and Teresa Lewis.

Welcome and Introductions:

Chris Fischer called the meeting to order at 9:30 a.m. Members and guests introduced themselves.

Review and Approval of the Minutes (November 18, 2004): Correction to the minutes on page 2, second paragraph under Old Business, last sentence – should be *Wireline* = \$5,475,675 and *Wireless* = \$2,867,101. ***Jim Quackenbush motioned to approve the minutes from the November 18, 2004 meeting as amended. Dan Aycock seconded the motion. The motion carried.***

Old Business:

Chris Fischer asked for any additional nominations for the position of 2005 Chair and Vice Chair. ***Jon Kaino moved to close the nominations. Dan Aycock seconded the motion. The motion carried. Jon Kaino moved to cast the nominations as presented. Jim Quackenbush seconded the motion. The motion carried.***

County-by-County Network Costs Savings – Bob Oenning stated the State Office would not be doing county-by-county spreadsheet that shows the cost savings per county due to the network upgrade and picking p PSAP router costs. Counties can use their existing phone billing to get this information. It was questioned that since Verizon has already implemented a tariff that includes charges for these items; will Verizon be doing a reimbursement to the counties that have already paid for this service. Eric Torgeson from Verizon stated that he would check into this and get back to the Advisory Committee with an answer.

E911 County Coordinator Forum Attendance Policy – Kurt Hardin stated that a new Coordinator Forum attendance policy would be coming out shortly. He explained that for the rest of this contract year (FY05) the State Office will be reimbursing travel costs for up to three people from each county. The contracted counties are still required to have the County Coordinator and MSAG Coordinator attend, but the county may also bring an extra person. The non-contract counties are also eligible for the same reimbursement. The State Office will reimburse the individual and not the county for all travel expenses.

SUBCOMMITTEE REPORTS:

Wireless – Marlys Davis, King County E911 Coordinator:

FCC Report – William Boyd of the State E911 Office presented the FCC report for January 20, 2005 [ENCL 1].

Marlys Davis reported the Wireless workgroup did not meet in December 2004, so there is not much to report.

Marlys Davis presented the Phase I [ENCL 2] and Phase II [ENCL 3] county status color charts. Kurt Hardin from the State E911 Office requested the counties inform the State Office when a new wireless carrier offers service in their county. Information updates should be forwarded to Blessing Guillermo of the State E911 Office by email to B.Guillermo@emd.wa.gov. This information may also be accessed on the state agency website located at: <http://emd.wa.gov/2-e911/wireless/04-cvr-maps.htm>.

Marlys Davis distributed a spreadsheet depicting the actual cost of Wireless 911 cost for the state of Washington [ENCL 4] showing data the Wireless workgroup collected from Washington counties and wireless carriers. Marlys pointed out there was not full participation from either the counties or the wireless carriers. The workgroup received data from 46 out of 67 PSAPs and 7 of 12 carriers. About one-third of the costs are estimates. The second spreadsheet [ENCL 5] shows additional costs of wireless 911 service in Washington State to both the counties and the carriers.

Marlys Davis distributed the King County VoIP advertisement [ENCL 6] being placed in a number of venues (newspapers, magazines, etc.) Marlys stated that she would be sending to all the counties an information sheet to be used when PSAPs receive calls regarding this issue.

Public Education – Peggy Fouts, Grays Harbor County E911 Coordinator:

Peggy Fouts unveiled the newest 911 brochure 'Is your cell phone causing a 9-1-1 crisis?' [ENCL 7]. This should be available for distribution around the first part of February 2005. The next task of the workgroup is going to work on is VoIP. Marty Knorr of the Washington State Patrol discussed the news release regarding 9-1-1 is the only emergency number in Washington State [ENCL 8]. Marty stated this news

release was released due to a high volume of emails being circulated stating you could use other numbers such as #77 to reach the Washington State Patrol. Stephanie Fritts raised another issue with N11 numbers. The Department of Transportation has some ads stating that if you have a road problem, witness an accident or any other problems on a state highway, - you are to call 5-1-1. Bob Oenning of the State E911 Office said he would check into it and will report back to the Advisory Committee.

Policy Workgroup – Peggy Fouts, Grays Harbor County E911 Coordinator:

Peggy Fouts presented the FY05-06 Policy Recommendations, Future Recommendations, and Issues for the next 12 month period [ENCL 9]. Discussion ensued. Peggy answered questions, but noted that if the question would be covered later in the presentation, she would ask to hold that question. After the presentation was completed, the committee members answered specific questions. The committee requested that the Advisory Committee accept the presentation and recommend it to the State Office for inclusion in the FY06-07 contracts. Chris Fischer, Advisory Committee Chair asked the Policy Workgroup to continue working on the issues addressed as 'Future Recommendations'. ***Jim Quackenbush motioned to adopt the Policy workgroup's recommendations as presented. Dan Aycock seconded the motion.*** Discussion ensued regarding the motion. ***Dan Aycock made an amendment to the motion regarding training funds – change the training funds to be 110% of a historical three-year average of actual expenditures. Wayne Wantland seconded the motion as amended.*** Discussion ensued regarding the starting date of the historical three-year average. The starting date will be the previous three years. ***The motion carried.*** The State Office will report back to the Advisory Committee in February on the recommendations presented by the Policy workgroup to the Advisory Committee.

Regionalization WAC Workgroup – Steve Reinke, Kittitas County E911 Coordinator:

Steve Reinke presented the recommended Regionalization WAC Language [ENCL 10]. Steve added an additional phrase to paragraph two to state 'including, *but not limited to* the state 911 program' and to add an additional paragraph regarding the delegated entity to work directly with the State E911 Program office. Steve will present for adoption the revised language at the February Advisory Committee meeting.

Training – Chris Fischer, ValleyCom Director:

Chris Fischer referred everyone to the handout of the *WSCJTC Telecommunicator Program Office Quarterly Report for October – December 2004* [ENCL 11]. Chris announced that the training steering committee will have a meeting this afternoon, here at the Radisson.

STATE OFFICE REPORTS:

Financial Status:

Catherine Bartholomew of the State E911 Office reported on the current financial status of the State Office. The first two slides show county contract spending status. Catherine indicated that to date only two counties have not submitted any state or local expenses. The State Office is working with these two counties to try to get them up-to-date. The Fund Fiscal Year-to-Date slide [ENCL 12] shows the current overall budget status. The Fund Balance Slide [ENCL 13] details the overall funds going into and out of the E911 fund.

Legislative Issues:

911 Legislation – Bob Oenning referred to United States House Bill 5419 Summary [ENCL 14]. Bob spoke to a new House Joint Memorial 4001 [ENCL 15], which creates standards for VoIP providers for the safety of its users, and the 911 PSAPs.

Bill Tracking - Bob provided the website for tracking legislative bills <http://www.leg.wa.gov> or <http://www.leg.wa.gov/wsladm/billinfo1/status.cfm?year=2005> for checking the daily status of specific bills. You may also create a personalized bill tracking system by going to <http://www.leg.wa.gov/wsladm/billinfo1/bills.cfm>.

Legislative Calendar - Bob provided a list of cut-off dates for the legislative bills, memorials and/or joint resolutions [ENCL 16].

New Business:

Chris Fischer informed the group that on Friday, January 21, Jim Quackenbush, Jon Kaino, Bob Oenning and herself would be testifying for the second time. This time to the House Committee on Technology, Energy and Communications on how 911 is doing, its successes and challenges of the program, and how important 911 is in the State of Washington.

Rebecca Beaton, WUTC, addressed Docket # 041629. She stated that the first round of comments from industries, Emergency Management and one county (Spokane) was received in early December. The second round of comments is due February 4, 2005. The commission would like information from the counties on whether they supported this item or to receive comments on establishing a demarcation point in the network for billing purposes (cost recovery). Rebecca told everyone that the Commission did not receive any comments from CLECs, who would be affected by this ruling. Rebecca stated that you can go to the WUTC website, type in the docket number and it will bring up all the comments and information on this ruling.

Wayne Wantland notified everyone that '211' is here. He suggested you talk to your 211 representative if you are having questions or concerns.

Peggy Fouts reminded everyone that Washington APCO has opened their Award Nomination process. Nominations are due to Washington APCO by March 1, 2005. The Washington APCO Summer Training conference is being held June 22-24 in Wenatchee. The International APCO Annual Conference is August 22-24, 2005 in Denver, Colorado.

Markus Volke, Qwest stated that Jerry Foree would provide information in early March regarding the dual tandem project.

The next meeting will be held THURSDAY, FEBRUARY 17, 2005 at THE RADISSON SEATAC HOTEL.

ACTION ITEMS from January 20, 2005 meeting:

- *Jim Quackenbush motioned to approve the minutes from the November 18, 2004 meeting as amended. Dan Aycock seconded the motion. The motion carried.*
- *Jon Kaino moved to close the nominations. Dan Aycock seconded the motion. The motion carried. Jon Kaino moved to cast the nominations as presented. Jim Quackenbush seconded the motions. The motion carried.*
- *Jim Quackenbush motioned to adopt the Policy workgroup's recommendations as presented. Dan Aycock seconded the motion. Dan Aycock made an amendment to the motion regarding training funds – change the training funds to be 110% of a historical three-year average of actual expenditures. Wayne Wantland seconded the motion as amended. The motion carried.*
- *Marlys stated that she would be sending out to the all the counties an information sheet (on VoIP) for when the PSAPs receive calls regarding this issue.*
- *The Department of Transportation has some ads that are running stating that if you have a road problem, see an accident or see a problem on state highways to call 5-1-1. Bob Oenning stated he would check into it and will report back to the Advisory Committee.*
- *The State Office will report back to the Advisory Committee in February as to the acceptance of the recommendations made by the Policy workgroup.*
- *WAC Regionalization language - Steve will present the revised language at the February Advisory Committee meeting for adoption.*